

Government Furnished Property

DPAS User Group Review

**24
September
03**

Mission

Review existing DPAS processes for GFP to ensure:

- ✓ **Accountability and Auditability**
- ✓ **Management Controls to ensure Data Accuracy**
- ✓ **Efficiency - minimize data entry & reconciliation processes**

Regulatory Requirements

Army Reg 735-5....Army command that awards contract will maintain financial control over property. PBO will maintain records with authorization, identification and management data for all GFP transferred to contractor

SECNAVINST 7320.10....Personal property loaned to others shall be recorded in the system of the loaner

JFMIP....Property management system must capture an item's current ownership status, current user, and identity of accountable organization

DoDINST 5000.64....DoD Components shall establish records and maintain accountability for property provided to third parties

DoD Form 1662 (DoD Property in the Custody of Contractors)....Used to derive all required fields for design proposal.

Design Proposal

- ✓ **Track each Contractor as a separate Hand Receipt**
- ✓ **Sub Hand Receipt must be a Contractor, if the major Hand Receipt is designated as a contractor**
- ✓ **Contractor access to Hand Receipt Holder module only**
- ✓ **New Contractor Hand Receipt Holder Report**
- ✓ **New GFP Assets report for the PBO, Contractor uses existing Hand Receipt Report**
- ✓ **Assets can be assigned as GFP by:**
 - **Assigning total HR and Subs as a Contractor HR**
 - **Assigning Loan/Lease Code of a 'C' to an individual asset**

Loan/Lease Codes and Definitions

Current Codes	Proposed Codes	DPAS Help
Blank – Government Owned	Blank – Government Owned	Government owned. Asset is on HR to Government personnel.
C – Out to Contractor	C – Out to Contractor	GFE provided to a contractor in accordance with the FAR
G – Commercial GSA	G – Long Term GSA	Long term (< 1 year) GSA lease of other than vehicular equipment
L – In on Loan	L – In on Loan from GOV	In On Loan from another Government activity or agency
M- Out on Loan	M- Out on Loan to GOV	Out On Load to another Government activity or agency
N – In Customer Owned	N – In on Loan from NonGov	In On Loan from a customer, tenant, contractor, or visiting activity. Loan is considered temporary. May or may not have a formal agreement.
P – Permanent GSA	P – GSA Vehicle	Long term (> 1 year) GSA lease of a non-NDE vehicle
R – In Rented/Leased	R – In Rented/Leased NonGSA	Rented or leased from a commercial source other than GSA (Vehicle and non-vehicular)
T- Temporary GSA	T- Short Term GSA	Short term (not to exceed 1 year) GSA lease of vehicular and non-vehicular assets

Design Proposal - Major HR

Maj/Sub Hand Receipt Holder Add/Change/Delete

Basic | Inventory Dates | Contract Info

Key Data

UIC: X[6] HRH Nbr: X[6] X[3]

TDA Para Nbr: X[4] HRH Loc: X[20]

Office: X[11] Office Name: X[20]

HRH Name: X[25] ☐ Assign Contractor GFP

HRH Phone Nbr: X[16] ☐ HRH Transfer Authority

DSN Phone Nbr: X[8] FAX Nbr: X[16]

E-mail Address: X[40]

Alt HRH Name: X[25]

Alt Phone Nbr: X[16]

Order Dt: 99999999

Remarks: X[50]

Corporate Name: X[25]

Division Name: X[25]

CAGE CD: X[5]

Address: X[30]

City: X[22]

State: X[5] **ZIP Cd:** X[09]

Name of Gov Plant: X[25]

Contract No. (PIIN): X[16] **Business Type:** X[13]

Contract Purpose: X[30]

Official Name of Parent Co: X[25]

Contract PEP: X[30]

Contract Start/Exprt Dt: 99999999 99999999

COR: X[25]

Phone Nbr: X[16]

Delete **Add/Change** **Cancel** **Exit**

Design Proposal - Sub HR

Sub Hand Receipt Holder Add/Change/Delete

Basic | Contract Info

Key Data

UIC: X(6) HRH Nbr: X(6) X(3)

TDA Para Nbr: X(4) HRH Loc: X(20)

Office: X(11) Office Name: X(20)

HRH Name: X(25)

HRH Phone Nbr: X(16)

DSN Phone Nbr: X(8) FAX Nbr: X(16)

E-mail Address: X(40)

Alt HRH Name: X(25)

Alt Phone Nbr: X(16)

Order Dt: 99999999

Remarks: X(50)

Related Data | Delete | Add/Change | Cancel | Exit

Sub Hand Receipt Holder Add/Change/Delete

Basic | Contract Info

Corporate Name: X(25)

Division Name: X(25)

CAGE CD: X(5)

Address: X(30)

City: X(22)

State: X(5) ZIP Cd: X(09)

Name of Gov Plant: X(25)

Contract No. (PIIN): X(16) Business Type: X(13)

Contract Purpose: X(30)

Official Name of Parent Co: X(25)

Contract PEP: X(30)

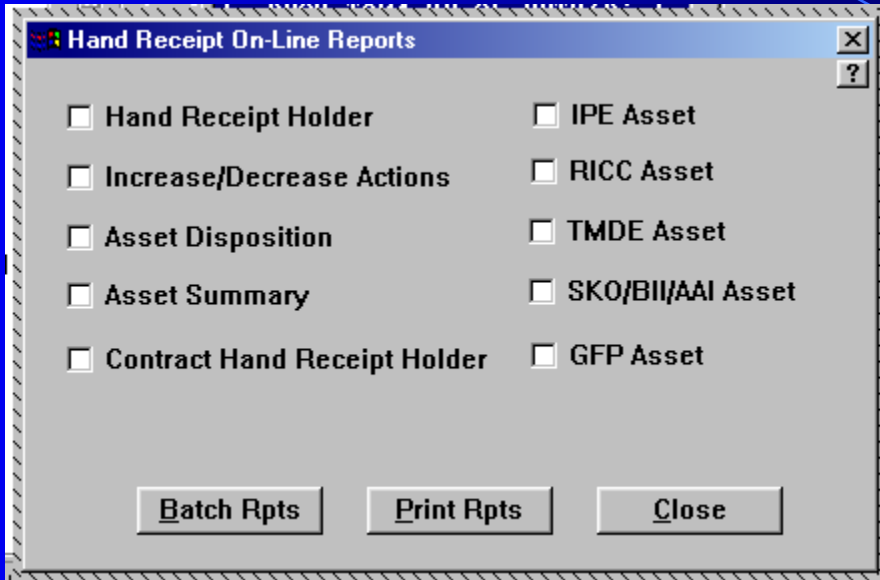
Contract Start/Exprt Dt: 99999999 99999999

COR: X(25)

Phone Nbr: X(16)

Related Data | Delete | Add/Change | Cancel | Exit

Design Proposal



Hand Receipt On-Line Reports


☐ Hand Receipt Holder ☐ IPE Asset

☐ Increase/Decrease Actions ☐ RICC Asset

☐ Asset Disposition ☐ TMDE Asset

☐ Asset Summary ☐ SKO/BII/AAI Asset

☐ Contract Hand Receipt Holder ☐ GFP Asset



Hand Receipt Holder On-line Reports

☐ Hand Receipt

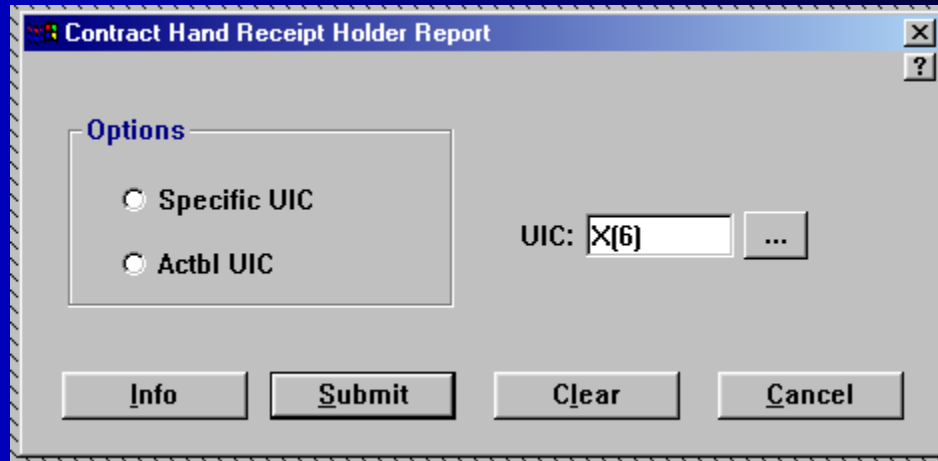
☐ Authorization Inventories

☐ SKO/BII/AAI Asset

☐ Hand Receipt Holder

☐ SKO/BII/AAI Configuration

☐ Contract Hand Receipt Holder



Contract Hand Receipt Holder Report

Options

☐ Specific UIC

☐ Actbl UIC

UIC:

Issues / Discussion

- ✓ **Is the Dun & Bradstreet DUNS required?**
- ✓ **What type of access to DPAS should the contractor have?**
- ✓ **Edits on Loan/Lease Code?**
 - ✓ **Only assets with a Lo/Le Code of blank, 'C', or 'M' may be transferred to a Contractor as GFP**
- ✓ **Current Warranty Process does not capture GFP information for an individual asset if the HR solution is not used.**